



# PRIVATE SCHOOL CHOICE PROGRAMS INFORMATIONAL BULLETIN

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July 2015

## Summer School

Private schools participating in the Private School Choice Programs (PSCP) may be eligible to receive state aid payments for providing allowable summer school instruction to Choice eligible students. In order to receive Choice state aid for summer school instruction an eligible school must meet all Choice program requirements.

**Allowable Summer School Instruction:** Under Wisconsin Administrative Code [PI 35.05\(9\)](#), the State Superintendent of Public Instruction is required to annually review academic summer classes or laboratory periods that are necessary for academic purposes at Choice schools seeking Choice summer school state aid. Allowable Choice summer school instruction is defined under Wisconsin Administrative Code [PI 35.043](#) as summer school learning experiences that are related or similar to instruction that is offered during the rest of the school year or for which credit toward graduation is given.

**Note that summer school courses funded through federal Title programs are not eligible for payment through the private school choice summer school program.**

Under Wis. Administrative Rule [PI 35.043](#), Choice **summer school instruction may include:**

- (a) field trips if accompanied by a teacher and if all pupils have equal access to field trips regardless of their ability to pay;
- (b) music programs, lessons, sections or clinics; and
- (c) swimming instruction programs, if taught or directed on-site.

According to PI 35.043, Choice **summer school instruction may not include:**

- (a) any offering not provided by or directed on-site by a teacher;
- (b) participation in fairs or expositions by pupil organizations, such as;
- (c) recreational programs and team sports;
- (d) performances, including band, orchestra, parades and plays; and
- (e) travel time to events, including field trips.

**Student Eligibility for Choice Summer School Payment:** The following students are eligible for Choice summer school state aid payments:

- (a) a continuing Choice pupil who was enrolled in the Milwaukee Parental Choice Program (MPCP), Racine Parental Choice Program (RPCP) or the Wisconsin Parental Choice Program (WPCP) **at any same program** school on the 2<sup>nd</sup> Friday in January in the school term immediately preceding the summer school instruction (students cannot transfer between the

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- MPCP, RPCP and WPCP—a student is only eligible for Choice summer school in the same program that the student was counted in on the 2<sup>nd</sup> Friday in January); or
- (b) a new Choice student just accepted in the MPCP, RPCP or WPCP **at your school** for the school term immediately following the summer school instruction. This includes K4 students that have an accepted eligible choice application for the school term immediately following the summer school instruction.

DPI staff will verify the eligibility of students for Choice summer school payments by checking the school's list against the 2<sup>nd</sup> Friday in January count date class list and against eligible applications on file for newly accepted students at your school.

**Choice Summer School Payment:** A participating private school may receive a per pupil payment for eligible choice pupils that attend summer school if the following are satisfied:

1. The private school offers no fewer than 19 days of instruction during the summer;
2. Each summer day of instruction offered by the private school is comprised of no fewer than 270 minutes of instruction; and
3. Each pupil for whom the private school seeks payment attends no fewer than 15 days of summer instruction at the private school.

If the above criteria are met, the private school is eligible to receive a per pupil payment of 5% of the maximum per pupil state aid amount from the prior year for each eligible pupil. As noted above, a pupil must attend at least 15 days in order for the school to receive a summer school payment for the pupil.

The school is required to submit the Summer School Report (PI-PCP-109) by **October 1** following the summer school program. The department will review this report and request additional information as needed. The school's independent auditor reviews the Summer School Report in conjunction with the September Enrollment Audit due December 15<sup>th</sup>.

**Choice Summer School Payment Process:** After the Department of Public Instruction (DPI) staff review the summer school reports that are **due by October 1** following the summer school program, the summer school payment due to each Choice school will be issued as a separate payment and delivered with the regular Choice payment the school will receive in November. For example, if a school is eligible to receive a regular Choice payment of \$25,000 in November and their eligible summer school payment is \$5,000, the school will receive one payment in the amount of \$25,000 (as payment for their eligible Choice students enrolled during that time) and a second payment in the amount of \$5,000 (as their summer school payment).

**Important Dates:**

- February 1—Intent to Offer Summer School Form Due to the DPI.
- May 1—Final Certificate of Occupancy must be on file at the DPI. New schools must also submit:
  - Certificate of Insurance demonstrating the minimum required levels of insurance have been obtained;
  - Fidelity Bond;
  - Evidence of preaccreditation if not already fully accredited; and
  - Evidence that the school is financially viable.
- May 15—Summer School course list and description due to the DPI.
- October 1—Summer School Report due to the DPI.

The Summer School Intent Form and Summer School Report can be accessed at [http://sms.dpi.wi.gov/choice\\_reports](http://sms.dpi.wi.gov/choice_reports).